

Directions: Please complete shaded areas below.

Department Name: Office of Agenda Coordination
Project Name: Legistar Upgrades
Project Amount: \$40,000.
Preparer Name & Contact Information: Dianne Davis, Department Director

Section B (Complete Only If Asking for Revenue from GF Capital or IT Administrative Fee)

Improves Customer Service

Describe how the other customer departments will be better served by implementing this initiative.

The Legistar system is ten years old and in need of upgrading the technology. The new technology will provide a more efficient run-time that will allow customer / department to search for information at a faster rate and produce more accurate results.

Impacts Citizens

Describe how this initiative will simplify or enhance doing business with the County. Also state how this will enhance public perception

The Legistar system is ten years old and in need of upgrading the technology. The new technology will provide a more efficient run-time that will allow customer / department to search for information at a faster rate and produce more accurate results.

Improves Business Processes

State how this project will lower costs, speed up key business processes, and/or improve decision making ability. Also indicate if the initiative will improve employee morale, communication, and/or education.

The requested upgrades will make Legistar faster and able to store more information; therefore, reducing the amount of time necessary to complete key tasks associated with the agenda process. The upgrades will potentially lower cost, speed up key business processes and improve managements' ability to make decisions. In addition, the improvements will improve employee morale and communication.

Strategic Alignment to the County's Goals

Describe how this IT Investment lines up with the realization of the County's goals and objectives.

It aligns with the County's goals of providing transparency in the process of procuring goods and services. It also provides the best technological tools in obtaining the County's goal of encouraging full participation in the legislative process.

Departmental Participation

State if this project crosses departmental boundaries. Indicate how many other departments will participate in the initiative. Please specify which departments and funding commitments if any.

No.

Risks

Indicate any risks involved to include procurement delays, personnel delays, and environmental delays to include change of technology, vendors, etc.

We risk experiencing valuable lost data or delayed run-time, because of the needed upgrades to bring the system into compliance with current technological practices.

Use of an Enterprise Infrastructure

Will this solution utilize an enterprise infrastructure already in place (yes or no)? Please explain.

Yes.

The proposed solution will utilize existing software application servers with no impact on current hardware or infrastructures. These are coding changes that affect only the software portion of Legistar.

Section C

Financial Information

Does not Apply

ETSD Dependencies (See Budget Manual)	FY05-06	FY06-07
Infrastructure		
Application Programmer		
Database		
Telecommunication		
Radio		
Etc.		

Department Specific Costs	FY05-06	FY06-07
Personnel		
Hardware		
Software		
Maintenance Fees		
Consultant Fees		
Etc.		